

Souhegan TRC Annual Report November 2004

Presented to His Excellency, Governor Craig R. Benson

NH Senate President, Thomas R. Eaton

Speaker of the NH House of Representatives, Gene G. Chandler

Commissioner of the Department of Environmental Services, Michael P. Nolin
and the State Library

November 1, 2004

by

Souhegan River Technical Review Committee

In compliance with Laws of 2002, Chapter 278, the Souhegan River Technical Review Committee is pleased to submit this annual report of the committee's findings and activities for 2004. This law defines the two committees for each river under the pilot program to advise the Instream Flow process—the Technical Review Committee (TRC) and the Water Management Area Advisory Committee (WMPAAC). According to Chapter 278, "The instream flow Technical Review Committees shall make annual reports regarding their progress and findings on or before November 1 of each year of their existence to the Senate President, the Speaker of the House of Representatives, the Governor, the Commissioner of the Department of Environmental Services, and the state library."

NH Department of Environmental Services (NHDES) maintains a website for the Souhegan TRC at <http://www.des.state.nh.us/rivers/instream/souhegan.asp?link=meetings&meet=trc>. The website contains the minutes, agendas, and copies of all presentations and documents distributed at the TRC meetings.

The Technical Review Committee of the Souhegan Instream Flow Pilot Program held its inaugural meeting February 6, 2004 at the NHDES offices. Paul Carrier, administrator of the Watershed Management Bureau of NHDES, presented information describing the Instream Flow Program, the committee's duties, and details of the Souhegan program. Ken Kimball was elected as the committee's chair and Tom Roy as vice-chair. The next meeting was scheduled for 9:30 a.m. March 22, 2004 at DES.

Ralph Abele and John Nelson volunteered to join the Consultant Selection Committee to assist the Department in selecting the consulting firm to complete the Protected Instream Flow (PISF) Study and the Water Management Plan (WMP). The Review Committee is made up of two NHDES members, two TRC members and two WMPAAC members. The Consultant Selection Committee first met at NHDES on March 15, 2004. The Committee evaluated Qualifications and Experience statements from eight consulting firms and shortlisted five firms to receive a Request for Proposals (RFP).

The two TRC members, Abele and Nelson, joined two Souhegan Water Management Area Advisory Committee members and two NHDES staff members to form the Consultant Selection Committee. This committee's task was to determine the most qualified consulting group with the

best proposal for determining the protected flows and creating a water management plan for the Souhegan. The members of the selection committee met at Department of Environmental Services March 15, 2004 to rank and select a shortlist of five consultants from the eight consultants that submitted Q&E statements. The shortlisted firms received a Request for Proposals dated March 25, 2004. Submittal deadline was April 15, 2004. The Selection Committee reviewed the consultants' proposals and then met April 26, 2004 to interview the consultants. UNH was selected unanimously by the Committee.

The TRC held its second meeting March 22, 2004 to which the members of the WMPAAC were invited to hear a presentation by Ralph Abele on the various methods available for determining protected flow levels.

At the May 4, 2004 meeting, the committee reviewed the Department's Preliminary IPUOCR list and the additions made to it by the WMPAAC. The committee had received as read-ahead material the Executive Summaries for the five short-listed candidates for the consulting work. The TRC members of the consultant selection committee presented a summary of the proposal review and interview process and their selection and the rationale for it. The committee approved the selection after discussion.

The TRC reviewed the preliminary IPUOCR list created by NHDES. The UNH consulting team created a draft IPUOCR list date June 22, 2004. TRC members received a copy and commented on the draft list via email. The Technical Review Committee held a meeting July 30, 2004 in the NHDES auditorium where the UNH consulting team presented a draft report (Proposal Task 4) "Instream Protected Uses, Outstanding Characteristics, and Resources of the Souhegan River and Proposed Protective Flow Measures for Flow Dependent Resources." The report contained the final list of IPUOCRs and proposed methods for determining the Protected Instream Flows needed by these protected entities. Comments were due by August 13, and the report was revised based on the comments and Department directions. The proposed methods described in the final version of this report have been accepted by the committee and NHDES as the process to be used in the Protected Instream Flow Study. The final report and appendices, completed October 1, 2004, can be found at <http://www.des.state.nh.us/rivers/instream/pdf/UNHReport100104.pdf> and <http://www.des.state.nh.us/rivers/instream/pdf/UNHReport100104appendices.pdf> or downloaded via file transfer protocol (ftp) at <ftp://ftp.des.state.nh.us/Watershed/Water%20Quality/>. Copies are kept at NHDES offices in Concord, Wadleigh Memorial Library in Milford, and at the Legislative Office Building.

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